

Subject to approval at the February 10, 2015, Board of Works meeting.

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

FEBRUARY 3, 2015
8:30 a.m.
Morton Community Center
Multi-Purpose Room

Members present were Sana G. Booker, Brooke E. Folkers, Tanuja R. Sheth, and Jonathan C. Speaker. Mayor Dennis presided.

1. APPROVAL OF MINUTES

a. January 27, 2015, Meeting

Mr. Speaker moved to accept the minutes of the January 27, 2015, Board of Works meeting. Ms. Folkers seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Change Order No. 1: 2014 Wastewater Treatment Plant Projects – Layne Heavy Civil, Inc. – WWTU

WWTU Director Henderson requested approval of Change Order No. 1 for the project that includes building the phosphorus chemical facilities and upgrading the wet-weather treatment facility. This change order is an add of \$22,052.64 and adds ten days to the completion date. He stated that this includes modifications to the foundation of the building, explaining that the record drawings are not exact, as is often the case for older plants.

Ms. Booker moved that the change order with Layne Heavy Civil, Inc. be approved. Ms. Sheth seconded the motion.

The motion was adopted.

b. 2014 SRF Loan Disbursement Request No. 9: O.W. Krohn & Associates, LLP – Sheraton and Fairway Knolls Lift Station Improvements – WWTU

Director Henderson requested approval of 2014 SRF Loan Disbursement No. 9 to O.W. Krohn & Associates, LLP in the amount of \$2,814. He explained that this was for some of Jim Treat's work in getting SRF funding in place for the lift station projects.

Ms. Folkers moved that the 2014 SRF Loan Disbursement Request No. 9 be approved. Mr. Speaker seconded the motion.

The motion was adopted.

c. Salary Increase: Sacramento Course – Operation in Wastewater Treatment Plants, Volume II – Jonah Johnson – WWTU

Director Henderson requested approval of a salary increase for Jonah Johnson for completion of the Operation in Wastewater Treatment Plants, Volume II course. Mr. Johnson's new bi-weekly salary will be \$1,379.70, retroactive to January 1, 2015.

Ms. Sheth moved that the salary increase for Jonah Johnson be approved. Ms. Booker seconded the motion.

The motion was adopted.

d. Hire: IT Director – Brad Alexander – Facilities/IT

Facilities Director Clark requested approval to hire Brad Alexander as an IT Director with a bi-weekly salary of \$2,500, effective February 9, 2015. Director Clark noted that Mr. Alexander will be reporting to him.

Mr. Speaker moved that the hire of Brad Alexander be approved. Ms. Folkers seconded the motion.

The motion was adopted.

e. Agreement: 2015 Evidential Breath Test Instrument – State Department of Toxicology – Police

Deputy Police Chief Leroux requested approval of the 2015 Evidential Breath Test Instrument agreement. The agreement is in the amount of \$650. He explained that this is the instrument used to measure blood alcohol content in a suspected drunk driver. Maintenance is performed at least twice per year.

Ms. Folkers moved that the 2015 Evidential Breath Test Instrument agreement be approved. Ms. Sheth seconded the motion.

The motion was adopted.

f. Change Order No. 1: 2014 CDBG ADA Compliance Work for the Parks Restrooms – T.L. Kincaid Contracting, Inc. – Parks

Parks Assistant Superintendent Ainsworth requested approval of Change Order No. 1 for the 2014 CDBG ADA Compliance Work for the Parks Restrooms with T.L. Kincaid Contracting, Inc. She explained that this is to add partitions to two of the restrooms to better meet ADA requirements. This change order is for an add of \$3,370, for a new agreement total of \$47,270.

Mr. Speaker moved that the change order with T.L. Kincaid Contracting, Inc. be approved. Ms. Folkers seconded the motion.

In response to a question from Ms. Booker, Assistant Superintendent Ainsworth stated that this was in one men's and one women's restroom.

The motion was adopted.

g. Contract Update: 2014 Crack Sealing – Engineering

Public Works Director Buck stated that he would like the Board to ratify action on the 2014 Crack Sealing project. He explained that crack sealing is done as preventative maintenance work to prolong the life of pavement. This allows the City to get more years out of the initial investment of resurfacing a road. Director Buck stated that as part of that regular program this year, we took a quote to try to come under \$50,000, yet doing as much as we can for the three streets included in this project. He explained that crack sealing material is paid for by the pound and an estimate is made. More material was needed for Robinson Street than estimated. He stated that there was a need to finish Robinson Street because in recent years

CDBG funds have been used to replace all of the curbs and sidewalks and the street was resurfaced, so we have made a large capital investment in the street. He stated that this overran the project above the \$50,000 mark by \$9,640.30, for a total of \$59,060.30. He explained that this is above our \$50,000 ceiling in the purchasing policy for this contract. He requested that the Board ratify this action.

City Attorney Burns stated that there is a rule that allows for a 20% overrun in a hard-bid situation, and this would be a similar situation. He asked the Board to pass a motion to allow the additional expenditure of \$9,640.30.

Ms. Folkers moved that the additional expenditure for the 2014 Crack Sealing project be approved. Ms. Sheth seconded the motion.

The motion was adopted.

h. Claims

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|-----------------|--------------|
| i. AP Docket | \$593,625.51 |
| ii. AP Docket | \$14,643.55 |
| iii. RDC Docket | \$42,741.13 |

Ms. Booker moved that the claims be approved. Mr. Speaker seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

i. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Legal Budget & Expenses – Clerk-Treasurer

There were no questions or comments about the listing.

iii. Park Board Dockets

There were no questions or comments about the listing.

j. Other Items

► Councilor Hunt reported that the Dare to Bare event is Friday, February 6 at 7:00 p.m. at the ice rink. She explained that many people of all ages skate in their swimming suits.

► Police Chief Dombkowski reported that the Police Department is offering a Citizen's Police Academy. He explained that this is a ten week program that will familiarize participants with police procedures, tactics, and operation. It will be held at the Police Station on Wednesday evenings, 6:00 p.m. to 9:00 p.m., March 4 through May 13, with the exception of March 18, the week of Spring Break.

Ms. Sheth asked how old participants need to be.

Chief Dombkowski responded that they need to be 18, and there are waivers that need to be signed. He noted that there is a ride-along opportunity.

3. **ADJOURNMENT**

There being no further business to come before the Board, Mayor Dennis adjourned the meeting.